INFORMATION TECHNOLOGY MANAGERS ACADEMY XI
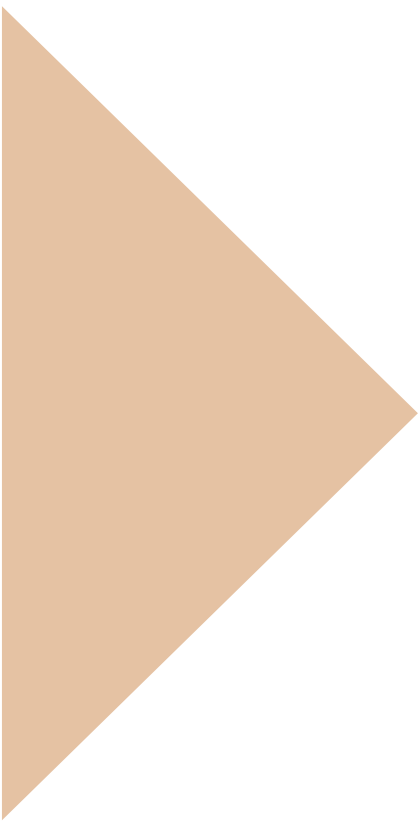
- The world of Information Services requires constant change.

- The Academy helps you stay on top of issues.

- Take this opportunity to join other up-and-coming information technology managers in preparing for the future.

Are You Ready for the Future?

Administered by :
Health and Human Services Data Center
HHSDC Training Center

The formation of this innovative year long program was in response to requests from State Information Technology Executives for well trained qualified IT professionals.

To meet this critical need, the Information Technology Managers Academy I (formerly DPMA) inaugural journey began January, 1990, followed by the IT Managers Academy II kick off in July, 1990. Their success and obvious benefit to the Information Technology community led to the continuation of this valuable concept.

Now, we initiate the search for candidates for the Information Technolgogy Managers Academy XI…the tradition continues.

The Challenge…

Your challenge—become a leading force in the Information Technology community. Your participation in the Information Technology Managers Academy XI, offers you the unique opportunity to gain the skills necessary to more effectively manage information technology operations and information systems development. The state needs problem-solving, motivated individuals willing to share ideas, knowledge and skills to transition into the next decade.

Are you complacent or resigned to "business as usual"? Then this intensive year long program is not for you!

The Academy provides an indispensable learning forum to ensure success in your current occupation, while strengthening your potential for future leadership in the State's Information Technology community. **Are you an innovator, find obstacles intriguing, new skills exciting?… Accept the CHALLENGE!!**
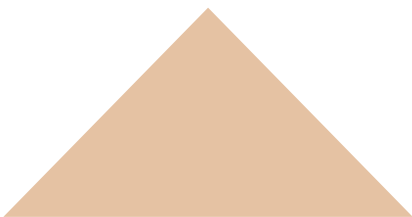
The Solution…

Join the HHSDC Training Center Information Technology Managers Academy. This year-long program includes twelve separate sessions. Each session focuses on a specific management skill or expertise.
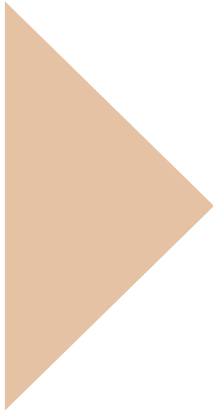
During the year, twenty-five Information Technology Managers, participating from various departments, study subjects which affect all managers, but take on a special focus when looked at from an information technology perspective. Academy participants meet with information technology executives from the private sector and other state agencies, as well as executives from control agencies. Individuals also benefit from networking opportunities shared with each other during class sessions, social events, and group projects.

Learn to…

- Communicate collaboratively, recognize and resolve barriers related to complicated systems/projects.

- Negotiate with executives who want systems they can't justify or support.

- Present short formal presentations to executive staff.

- Become the leader that your staff and clients follow.

- Write technical proposals without using technical language.

- Be a change agent.
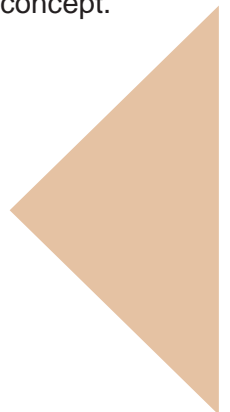
Academy XI Executive Sponsors

Executive Sponsors are Information Technology Executives who support the Information Technology Managers Academy Program concept. Their obvious commitment to this program is expressed by their desire to share their time, knowledge and vision of the future of Information Technology with participants during two sessions of the Academy.

TBA

Academy XI Class Managers

Class Managers are Senior Information Technology Managers who volunteer to act as mentors for the participants during the year long Academy program. They monitor the progress and effectiveness of the program and provide a forum for Class Managers from each Academy to exchange ideas and refine the Academy concept.

TBA

Suggestions and reactions from each training session contribute greatly toward improving the Academy concept for you. Take this opportunity to join other up-and-coming information technology managers. **Submit your application by June 13, 2003.**

The Agenda

Course Title	Date	Instructor	Location
* Gateway to the Information Technology Managers Academy	July 17, 2003	Class Managers/ Sponsors	CalPERS
Business Writing Workshop	August 6-20, 2003 Every Wednesday 8:30am - 12:30pm	Linda Vanderwold	TBA, Sacramento
Class Project	August 20, 2003 1:30pm - 4:30pm	Class Managers	TBA, Sacramento
Academy Expose'	Sept. 19, 2003	Class Managers	HHSDC Training Center
Collaborative Skills	Oct. 23-24, 2003	TBA	HHSDC Training Center
Class Project Day	November 14, 2003	Class Managers	HHSDC Training Center
Effective Presentations	Jan. 5-7, 2004	Chaim Eyal, Ph. D.	HHSDC Training Center
How Do We Get From Here To There	Feb. 4-6, 2004	Class Managers, Sponsors, Executives	CalPERS
Change Management	Feb. 26-27, 2004	John Moise, HHSDC	HHSDC Training Center
Implementing Strategic Plans	April 8-9, 2004	Lynne Nix, KSI	HHSDC Training Center
Political Skills for IT Leaders	May 6-7, 2004	Bob Austin, BOE	HHSDC Training Center
Wrap Up and Graduation	June 25, 2004	Class Managers/ Sponsors	TBA, Sacramento

Suggested Academy Pre-requisite: Project Management Course

* **Participant and Nominator both attend first day session**

The Commitment…

Applicant: **Your responsibility if selected,** is to attend and participate in each Academy session including the class project, both crucial to your success.
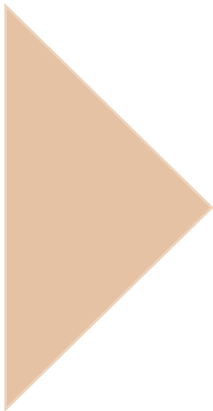
To benefit from and successfully complete this program, you are required to perform additional hours of work outside of the scheduled curriculum. This substantial time commitment is for class homework and to produce a class project on an information technology issue with statewide impact. Prior Academy projects:

Academy I   Designed Academy Logo
Academy II   Half day symposium at Sacramento State
Academy III   CFIT presentations; Bulletin Brd. + CASE Evaluation
Academy IV   Strategic Planning Tool Kit, presentation at GTC
Academy V   IT Survey, Resource Book of Academy participants
Academy VI   DPMA Introduction Kit
Academy VII   State IT: The Millenium and Beyond seminar
Academy VIII   Success - Just Manage IT Success Guide
Academy IX   Ca. Association of Information Technology Managers
Academy X   ITMA Website and CIO Perspectives 2003 Report

Division Chief or CIO: **Before you nominate a participant, please consider carefully the time commitment** away from the office and the necessary support back at the work site to ensure each candidate's success. Partial attendance in the program significantly diminishes the benefits of this program for your organization.

Your applicant's attendance and participation in every aspect of this program is of utmost importance to them as well as the other members of the Academy. The knowledge, skills, and personal experience brought to the Academy by each participant, enriches and supports the Academy concept of sharing ideas, acquiring knowledge and expanding personal growth.

The Details…

Who is Eligible?— Data Processing Managers I & II, Staff and Senior Programmer Analysts and other equivalent supervisory positions are eligible to participate in the program. *You must be nominated by your Division Chief or the Department's Chief Information Officer.*

How Much Does It Cost?—Course tuition is $2,900 $1,900. Billing occurs in FY 03/04.

Class size limits participation to 25. Acceptance to the Academy is competitive. Your response to the questions and your Division Chief's or CIO's support are the key to your acceptance in the class.

To Apply:

**INFORMATION TECHNOLOGY
MANAGERS ACADEMY XI**

All application forms must be submitted by your IT Chief or CIO to:
HHSDC Training Center
9323 Tech Center Dr, Suite 100, Sacramento, CA 95826   IMS C-36

Each application package must include:
• **This application form**
• **Nominee's response to the questions**
• **IT Chief's or CIO's letter**

All Applications must be received by June 13, 2003

Applicant Name_____

Classification_____   Position Title _____

Department _____

Office Address _____

Telephone _____   Fax Number _____

E-mail Address_____

Training Coordinator _____   Telephone _____

For the Applicant: (Limit your response to one page)
Academy acceptance depends largely upon the insight expressed by the applicant in response to these questions, and the strength of sponsor's recommendation. Your answers should reflect a business or global view rather than a strictly technical view.

1. What is the State of California's greatest future challenge relative to Information Technology?

2. As an IT Manager, how can you help meet this challenge?

For the Nominator:
Each applicant for the Information Technology Managers Academy must be nominated by their department's Division Chief or CIO. The nomination letter should address why this person is being nominated.

The Academy Class Managers comprise the applicant acceptance committee. The committee reviews each application and may interview candidates prior to final selection. Each applicant will be notified by **July 4, 2003** concerning their acceptance or non-acceptance into the program. For more information, please contact Susie Shoemaker (916) 739-7944 or Theresa Lea (916) 454-8113.

To keep in step with the future, read on…

Comments of prior ITMA Graduates:

"Exceptional personal networking opportunities with executives and peers from other departments."

"Gaining access to Executive Sponsors and Class Managers who set a positive tone by reinforcing how 'special' we are."

"Structure of Academy excellent tool, as was course and quality of instructors."

Take this opportunity to join other up-and-coming information technology managers. **Submit your application by June 13, 2003.**

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www.training.ca.gov or
www.ITMA.ca.gov
www.ei.ca.gov